



Steve Troxler
Commissioner

North Carolina Department of Agriculture
and Consumer Services
Structural Pest Control and Pesticides Division

James W. Burnette, Jr.
Director

Applying for Renewal of a North Carolina Sleep Products Manufacturer's License
(For Manufacturers that were licensed in the State of North Carolina in the previous year)

North Carolina Laws applies only to manufacturing facilities.
Applications for a business other than a manufacturer will not be processed.

NC General Statutes, 106-65.95 – 106-65.107. (Formerly 130A 261-273); 15A NCAC 18B .0201-.0212
(To be recodified-Title 2, under Structural Pest Control & Pesticide Division, NCDA&CS)

Documents required for applying:

- 1) *Application for Renewal of North Carolina Sleep Products Manufacturer's License (Form)*
- 2) Copy of the manufacturer's current license from the state of origin for the registration number
- 3) Actual law label (cannot accept a copy of the label – the fabric, formatting and text must be examined for compliance with state law)
- 4) Check for the fee (written on a US bank or US affiliate bank in US dollars, made payable to Sleep Product Section, NCDACS)

Fees:

- The application will take you through the process of calculating the fee. Fees are based on .052 cents per bedding unit for regulated items manufactured or sold in NC during the previous calendar year.
- A manufacturer that began business in the previous year and paid an initial fee that was more than the amount for which they were responsible is eligible for an adjustment. The adjustment will be applied to the renewal fee. If the initial payment was less than the amount due, the difference must be submitted with the renewal fee.
- The State has the right to request documentation to validate calculations. The State also may request an audit by an independent CPA, certified in NC, at the manufacturer's expense.

Causes for Delay of processing

- An application not signed by the chief financial officer for the manufacturer
- An application for a business other than the manufacturer
- Use of the wrong forms
- Omission of **any of the documents** required for registration – application, law labels, copy of license, check for fees
- Absence of any of requested information on the forms (All spaces must be completed)
- False information
- Calculations not correct
- Check not made to Sleep Products Section, NCDACS

DEADLINE FOR RECEIPT OF APPLICATION – CLOSE OF BUSINESS FEBRUARY 29, 2012

TO PREVENT YOUR PRODUCTS FROM BEING PLACED OFF SALE, PLEASE HAVE THE COMPLETED APPLICATION AND ALL SUPPORTING DOCUMENTATION IN THIS OFFICE NO LATER THAN FEBRUARY 29, 2012. IF THE RENEWAL APPLICATION IS NOT IN THE OFFICE OR DOES NOT HAVE THE CORRECT INFORMATION AND MUST BE RETURNED, MERCHANDISE UNDER THE EXPIRED LICENSE IS SUBJECT TO "OFF SALE" STATUS UNTIL THE LICENSE IS RENEWED.

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